

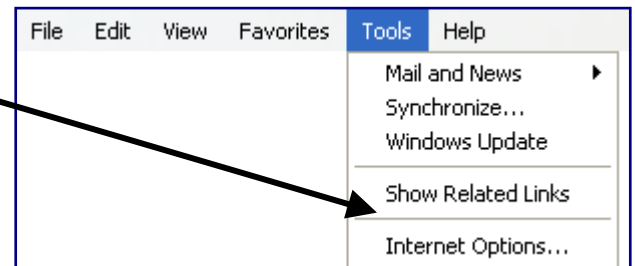
How to Make the NIH Portal Your Home Page

The NIH Portal is designed to be an NIH-wide Intranet that will provide access to the majority of systems/databases and information that NIH employees need to do their daily work. This document outlines how to set the NIH Portal as your “home page,” so that it appears each time you open an Internet browser (Internet Explorer, Netscape, etc.)

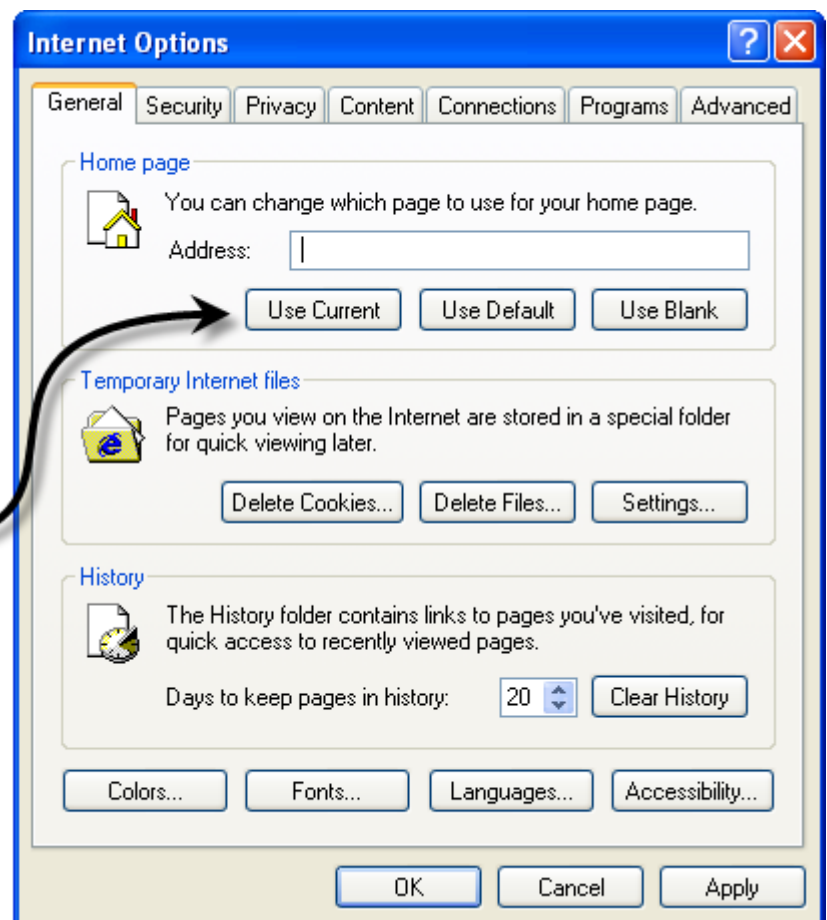
***Note: During the NIH Migration, it may be necessary delete the NIH log in page as your home page setting, and re-add it with the correct domain selected. ***

How to Make the NIH Portal Your Home Page (for Internet Explorer Users)

1. Go to <http://my.nih.gov>
2. From the Menu Bar select **Tools** and then **Internet Options**.

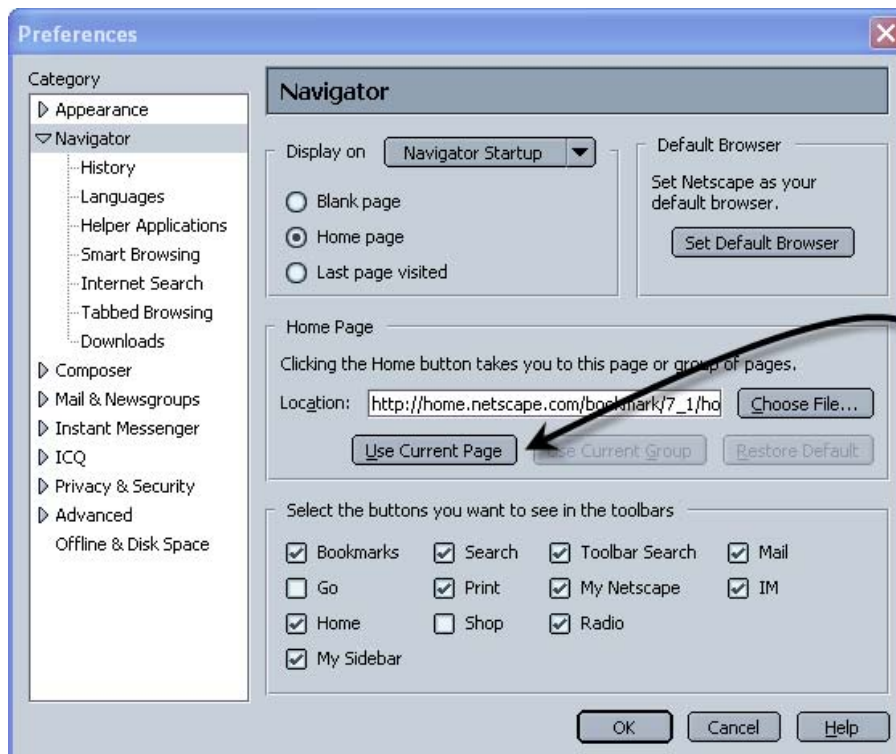
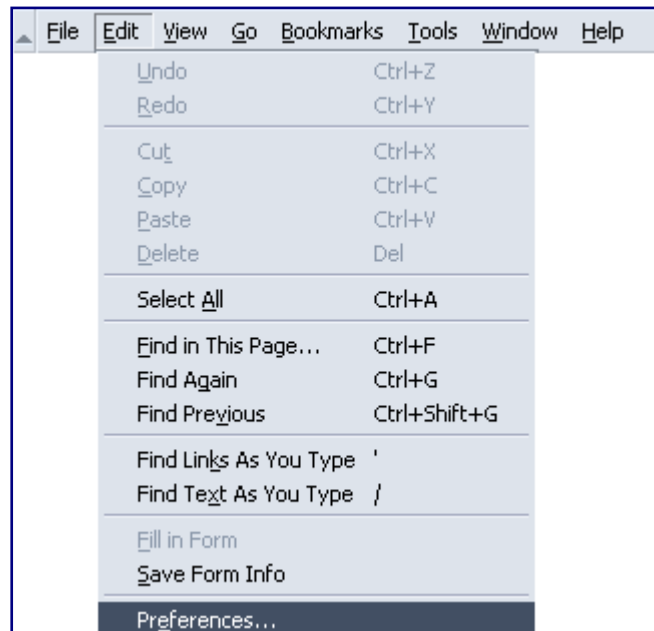


3. In the Internet Options Window Click on **Use Current**,
4. Then click **OK**.
5. The NIH Portal Log in screen is now your Home Page.



How to Make the NIH Portal Your Home Page (for Netscape Users)

1. Go to <http://my.nih.gov>
2. From the Menu Bar select **Edit** and then **Preferences**.
3. In the Preferences Window, click on Use Current Page.



4. Then click **OK**.
5. The NIH Portal Log in screen is now your Home Page.